

GEAUGA PARK DISTRICT
JULY 10, 2001

The regular meeting of the Geauga Park District Board was held on July 10, 2001, at the Park District office, Chardon, Ohio. The meeting was called to order at 3:30 p.m. President Robert McCullough was in the chair. Board members present were Betty Cope and Mark Rzeszotarski. Employees present were Tom Curtin, Keith McClintock, Dan Best, Sherry Bosworth, Amy Chapman, Jerry Holzheimer, Paige Hosier, Dottie Mathoitt, Sylvia Neptune, Eileen Smith and Jim Ziemnik. Guests present were Nancy Adams, Edna Davis, Shawn Gidley, Chris Knopf, Marvin Mescha, Scott Smith and Jerry Spangler.

ADOPTION OF THE AGENDA

Miss Cope moved to accept the agenda as amended for the meeting.

Dr. Rzeszotarski seconded the motion and the roll being called upon its adoption, the vote resulted as follows:

Mr. McCullough	Yes
Dr. Rzeszotarski	Yes
Miss Cope	Yes

APPROVAL OF THE MINUTES

Dr. Rzeszotarski moved that the minutes of June 12, 2001, be approved as amended.

Mr. McCullough seconded the motion and the roll being called upon its adoption, the vote resulted as follows:

Mr. McCullough	Yes
Dr. Rzeszotarski	Yes
Miss Cope	Yes

**FINANCIAL STATEMENT
FOR THE MONTH ENDED JUNE 30, 2001**

GENERAL FUND

BALANCE JUNE 1, 2001	876,161.13
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EXPENDITURES	397,056.96
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Personnel	196,603.84	
Medicare	2,407.08	
Hospitalization/Dental -June	16,663.85	
PBX	185.06	
Vouchers -June/July	170,197.93	
PERS - 2nd quarter	10,999.20	

RECEIPTS	66,981.96
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Fees:		
Shelters	120.00	
Camping	30.00	
Canoe Participants	95.00	
Muskrateers-Kids Kayaking	187.00	
WCNAF Table Fees	590.00	
Rental Properties		
- McKinnon- Swine Creek house-June	350.00	
- Scott - Krehlik House - June	350.00	

- Kolar - Burton Wetlands House June	350.00	
- McClintock - Hyde House June	350.00	
Refund: Consulting Services	500.00	
Refund: Land's End - uniform returns	652.40	
Sales: Gift Cart	510.44	
Sponsor: Beyond Backyard - Newman Outfitters	2,500.00	
1st Half Personal Property Tax	43,685.55	
Chardon Muni Court-Citation Disbursement	223.00	
Local Government Funds	8,312.04	
Interest earned	8,176.53	
BALANCE JUNE 30, 2001		546,086.13

CONSTRUCTION FUND

BALANCE JUNE 1, 2001 5,739,340.81

EXPENDITURES 70,302.26

Vouchers -June/July 70,302.26

RECEIPTS 50,303.26

Interest Earned	19,560.63	
Donations:		
TWWNC - Geneva Bateman Memorial -Lyndhurst Women's Club	10.00	
TWWNC - Geneva Bateman Memorial -Welch	10.00	
TWWNC - Geneva Bateman Memorial -Yaecker	25.00	
TWWNC - Humming Hill Suri Farm	500.00	
TWWNC - Lubrizol Matching Funds - Meister	250.00	
TWWNC - Russell Women's Civic Club	200.00	
Affelder Fund- Cleveland Foundation	340.75	
Jay Walter Memorial - Burton Cong Church	45.00	
Friends membership: Nemeckay	10.00	
Friends membership: Drescher	10.00	
Friends membership: Perkins	75.00	
Friends membership: Anthony/Leidii	35.00	
In Lieu Fees: Oakstone Investment Co.	4,000.00	
In Lieu Fees: Glen Valley Farms	25,000.00	
Royalties: Oxford Oil Co	231.88	
BALANCE JUNE 30, 2001		5,719,341.81

PARK DEBT FUND

BALANCE JUNE 1, 2001 374.34 340,853.28

EXPENDITURES 0.00

RECEIPTS 1,398.80

Interest Earned

BALANCE JUNE 30, 2001 342,252.08

VOUCHER RESOLUTION NO. 13-01

Miss Cope moved the adoption of the voucher resolution, a copy of which is on file in the Park District office so marked Resolution No. 13-01.

Dr. Rzeszotarski seconded the motion and the roll being called upon its adoption, the vote resulted as follows:

Dr. Rzeszotarski	Yes
Mr. McCullough	Yes
Miss Cope	Yes

COMMUNICATIONS TO THE BOARD

Dr. Rzeszotarski acknowledged that he received an invitation from the Chagrin River Land Conservancy regarding their picnic/dinner. Dr. Rzeszotarski responded that he would be unavailable to attend this event.

EXHIBIT CONCEPTS INC. PRESENTATION

Exhibit Concepts Inc., the firm that has the design/build contract for the interior exhibits at The West Woods, gave a PowerPoint and still-shot presentation to the Board of the proposed 12 exhibits. This presentation represented a brief animation of a walk through of the exhibit room for The West Woods Nature Center. Exhibit Concepts also presented an overview of each exhibit, answering questions and concerns of the Board and staff.

EXECUTIVE SESSION

Mr. McCullough moved to go into Executive Session at 4:37 p.m. for the purpose of discussing land acquisitions.

Miss Cope seconded the motion and the roll being called upon its adoption, the vote resulted as follows:

Dr. Rzeszotarski	Yes
Mr. McCullough	Yes
Miss Cope	Yes

The Board returned from Executive Session at 5:50 p.m.

THE WEST WOODS

Capital Campaign – Sylvia Neptune reported to the Board that to date the campaign total is over \$586,000.00. Mrs. Neptune presented to the Board in their pre-board meeting packets suggested verbiage for the signs at The West Woods. Mrs. Neptune was interested in seeking Board approval for the verbiage in order to proceed with two possible dedications this summer. Dr. Rzeszotarski questioned whether the signs would have the same font. Mrs. Neptune indicated they would. The Board was in favor of the suggested signage.

Construction Update – Tom Curtin informed the Board that the contractor for The West Woods Nature Center was in the process of removing topsoil, setting aside 400 cubic yards for our future use. Mr. Curtin felt that there was plenty of equipment and laborers. Everything appeared to be on track with this contractor. The Director apprised the Board that Tim Kallay would be meeting with Kinetico to continue discussions on the water softener system. Jim Ziemnek, Landscape Architect, is working on the landscaping details outside the building. Dr. Rzeszotarski questioned whether Mr. Ziemnek would be designing the landscape to function as an educational tool for the public. Mr. Curtin responded that the landscape outside The West Woods Nature Center would be designed in such a way that it could be used as an educational tool.

EDP Contract

Mr. Curtin presented to the Board a contract from EDP Consultants in the amount of \$11,500.00. EDP Consultants will be monitoring the construction of The West Woods Nature Center.

Dr. Rzeszotarski moved to accept the contract of EDP Consultants in the amount of \$11,500.00. Miss Cope seconded the motion and the roll being called upon its adoption, the vote resulted as follows:

Dr. Rzeszotarski	Yes
Mr. McCullough	Yes
Miss Cope	Yes

MEYER CENTER

Construction Update – Mr. Curtin updated the Board on the request from A.H. Stowe Construction Company for a payment of \$17,009.96. Mr. Curtin informed the Board that Jerry Holzheimer, Project Manager, was in the process of assessing what still needs to be done and what has been done. The Director expressed that he would prefer waiting until the information is received from Mr. Holzheimer before making any decision on this payment.

RESOLUTION NO. 14-01
2002 TEMPORARY BUDGET

Mr. Curtin presented to the Board the temporary budget for 2002.

Mr. McCullough moved the adoption of the following resolution:

RESOLVED:

Section I That to provide appropriations for the current expenses and other expenditures of the Geauga County Park District during the fiscal year commencing January 1, 2002 the following sums are hereby set aside and appropriated as follows:

Section II That there be appropriated from the General Park Board Fund:

63-SO5	PERSONNEL	\$1,770,749.00
63-SO5-H	HOSPITALIZATION	259,100.00
63-SO5-M	MEDICARE	20,738.00
63-SO5-P	P.E.R.S.	254,211.00
63-SO5-W	WORKER'S COMP.	9,000.00
63-SO5-U	UNEMPLOYMENT COMP.	0.00
64-SO5	SUPPLIES	102,815.00
65-SO5	MATERIALS	117,127.00
66-SO5	EQUIPMENT	259,255.00
67-SO5	CONTRACTS-REPAIR	17,100.00
68-SO5	CONTRACTS-SERVICE	276,445.00
70-SO5	RENTALS	175.00
71-SO5	ADVERTISING	6,415.00
72-SO5	TRAVEL AND EXPENSES	9,620.00
76-SO5	OTHER	49,825.00
76A-SO5	CONTINGENCY	200,000.00
999-SO5	TRANSFERS	<u>3,469,131.00</u>
	TOTAL	6,821,706.00

Section III That there be appropriated from the Construction Fund:

70-Q41	CONTRACTS-SERVICES	\$489,560.00
71-Q41	CONTRACTS-PROJECTS	2,198,187.00
72-Q41	LAND ACQUISITION	2,600,000.00
77-Q41	OTHER	<u>0.00</u>
	TOTAL	\$5,287,747.00

Section IV	That there be appropriated from the Park Debt Fund:		
	01-O1P	NOTE PAYMENTS	\$0.00
	02-O1P	INTEREST PAYMENTS	<u>0.00</u>
		TOTAL	\$0.00

Dr. Rzeszotarski seconded the motion and the roll being called upon its adoption, the vote resulted as follows:

Dr. Rzeszotarski	Yes
Mr. McCullough	Yes
Miss Cope	Yes

FISH MANAGEMENT

Mr. Curtin had previously presented to the Board a proposed Fish Management Plan. Tom Curtin passed out to the Board a schedule that was prepared by John Oros, Park Land Stewart. This proposed schedule depicts the parks, pond acreage, type of fish to be stocked, costs and the year the stocking will take place.

LEGAL COUNSEL

The Director informed the Board that Geauga Park District has been using legal counsel for review of purchase agreements, quit claim deeds and license agreements, as well as other legal issues. Mr. Curtin recommended to the Board increasing the contract of Thrasher, Dinsmore & Dolan by Ten Thousand Dollars (\$10,000.00) for the contract year.

Mr. McCullough made a motion to increase the contract of Thrasher, Dinsmore & Dolan by Ten Thousand Dollars (\$10,000.00) for the contract year.

Dr. Rzeszotarski seconded the motion and the roll being called upon its adoption, the vote resulted as follows:

Dr. Rzeszotarski	Yes
Mr. McCullough	Yes
Miss Cope	Yes

PARK UPDATES

Maple Highlands Trail – Mr. Curtin reported that the Maple Highlands Trail is on schedule. ODOT will be reviewing the Phase III drawings in August. Tim Kallay will be sending out requests for proposals for overseeing the project within the next week.

The Rookery – The Director updated the Board that the encroachment survey had been done on parcel No. 22-013100. Tim Kallay has spoken with the landowner concerning the encroachment. A letter will be sent to the landowner as to what the Park expects him to do. The Park will place boundary markers on the property line.

Creek Trail and Ansel's Cave Trail – Tom Curtin reported that the trail work on these two trails is progressing nicely. Mr. McCullough expressed his concern with the erosion problem along Creek Trail. Keith McClintock responded that the area of concern would be terraced back.

The West Woods – Mr. McCullough expressed his concern regarding the property with the dam. Mr. Curtin responded that Tim Kallay has been in contact with ASM to see if the landowner had permission to construct the dam. Mr. Curtin will advise the Board on any developments.

K-9 Vehicle – The Director informed the Board that we were approached by the Chester Police Department as to whether we would be interested in their K-9 vehicle. The Chester Police Department police officer and K-9 have left the department. This vehicle contains special K-9 features. Mr. Curtin will have our equipment technician look the vehicle over to determine whether it would be in the Park's best interest to purchase this vehicle.

UNIFORM POLICY

The staff has recently been issue Park uniforms. It is Mr. Curtin's intention to have a standardized, professional look for personnel. Currently, several departments already have in place a uniform policy. However, Mr. Curtin would like a general policy to cover dress code guidelines. Mr. Curtin presented to the Board a draft of a uniform policy. Miss Cope and Dr. Rzeszotarski expressed some concerns with the draft. Mr. Curtin will make adjustments.

LICENSE AGREEMENT

The Geauga Park District and University School have worked together on stream monitoring projects. University School is interested in monitoring Silver Creek's stream flow. In order to do this, University School would need to place a flow monitor in the creek. University School would have to cross land owned by the Geauga County Commissioners. The Commissioners have asked Geauga Park District to sign an agreement whereby we would hold the Geauga County Commissioners harmless. The Board directed Mr. Curtin to go forward with this license agreement.

SURPLUS PROPERTY

Mr. Curtin informed the Board that he would like to amend the surplus property list presented to the Board during the June 12, 2001, Board Meeting. Mr. Curtin would like to remove from the list the Sears boat with two oars and add to the list the 1990 GMC pick-up truck.

Dr. Rzeszotarski moved to amend the Surplus Property List removing from the list the Sears boat with two oars and adding the 1990 GMC pick-up truck.

Mr. McCullough seconded the motion and the roll being called upon its adoption, the vote resulted as follows:

Dr. Rzeszotarski	Yes
Mr. McCullough	Yes
Miss Cope	Yes

EXECUTIVE SESSION

Mr. McCullough moved to go into Executive Session at 6:40 p.m. for the purpose of discussing land acquisitions and personnel.

Dr. Rzeszotarski seconded the motion and the roll being called upon its adoption, the vote resulted as follows:

Dr. Rzeszotarski	Yes
Mr. McCullough	Yes
Miss Cope	Yes

The Board returned from Executive Session at 8:01 p.m.

DEPARTMENTAL REPORTS

Departmental reports from the Supervisors were submitted for the month of June to the Director and a summary sheet was forwarded to the Board in their mailing packet prior to the Board meeting.

The meeting adjourned at 8:05 p.m.

SUNSHINE LAW COMPLIANCE

The rules of the Park Board were complied with by sending notice pursuant to the rules adopted by the Board.

Respectfully submitted,

Thomas G. Curtin, Director

Robert McCullough, President

file: A-minutes 7-10-01